

**Minutes of the Carlisle Board of Health
August 10, 2010**

Present: Board Members Jeff Brem Chair, Bill Risso, Mark Caddell; Cathy Galligan; Michael Holland. Also present: Linda Fantasia, Agent, John Luther (Building Inspector), Cynthia Sorn (Mosquito);

The meeting was called to order by Caddell, acting as chair, at 7:50 p.m. in the Nickles Room at Town Hall.

BILLS – It was moved (Risso) and seconded (Galligan) to pay the bills as presented. Motion passed 3-0-0 (Brem and Holland had not arrived).

ADMINISTRATIVE REPORTS

Planning Board Liaison – Kent Gonzales primary, Michael Epstein backup.

MAVEN (Mass. Virtual Epidemiologic Network) – This is a web based surveillance system for infectious disease investigation and management. Emerson Home Care (Carlisle's VNA), Concord and Maynard will be doing a web training on 8/17/10. Fantasia would like to take the training. MAVEN is a state supported system free to MA communities. It eliminates all paper records. The Board and Dawn Olsen of Emerson Homecare would receive simultaneous notifications. Olsen would do the case management, but Carlisle would have access to all the reports. MAVEN provides form letters and reports. Currently the state lab sends reports to the Board and Fantasia forwards them Emerson. MAVEN would be more efficient possibly resulting in a savings in the nursing line item. One Hundred Twenty-seven communities are already using the system which has been in place for five years. The Board agreed it would be interested in joining MAVEN.

125 South Street – Conservation has issued an Order of Conditions for the work. Fantasia went to the site today. There is little vegetation due to the drought. The area is securely fenced and posted. It appears all of the excavation work has been done. A small shed was constructed with air conditioning to house the mitigation equipment. Fantasia did not think the pool above was fenced. It is at the top of a steep hill. Luther offered to check.

Foundation for Local Public Health – DPH would like a member of every Health department to take this training. There is no cost. It is a 42 hr course which includes class, field and webinars. Fantasia would like to take the next course this fall.

ICS 200 – MEMA is offering the course in Agawam. ICS 200 is required before completing the other requirements.

Lyme Presentation – set for 9/15/10 at Union Hall. Dr. Craven gave permission to film it. The Board's new intern, Kathryn Kinzel will be working on the presentation and an exhibit for the library.

50 School Street – room count verification. Fantasia and Luther did a room count today. The building includes two offices and small apartment on the first floor and an apartment on the second. The Board asked to have the room count verified since there was a discrepancy between the repair plan submitted as a four bedroom system and the original septic permit which was for three. Luther said that although the use of some of the rooms as bedrooms was questionable, given the overall square footage in the building, a larger system would be preferred. This was also the Board's preference. The proposed flows total 750 GPD, 600 GPD for four bedrooms and 150 GPD for 2000 sf of office space. (Brem arrived at the meeting).

The Board then discussed the proposed septic repair. The plan is in conformance with state and local regulations according to Frado's technical review. Brem asked for any comments. Jennifer Bush, 68 School Street, asked to see the plan. The Board explained about the Cultec System. Bush was satisfied with the design. Luther said the electric line will need to be relocated.

It was moved (Brem) and seconded (Risso) to approve the plan entitled "Sewage Disposal Repair, 50 School St., Carlisle MA designed by Stamski & McNary, dated June 11, 2010. Motion passed 4-0-0."

Caddell transferred the chairmanship to Brem.

TOWN CENTER SEWER PROJECT – Present for the discussion was Steve Pederson and Mike Paulin of Weston & Sampson, John Luther, Building Commissioner, Carl Klein, Village Court Property Mgr., and Alan Lehotsky, Carlisle Housing Trust.

Brem explained that Weston & Sampson had been asked to look into funding for the project under the Clean Drinking Water State Revolving Fund. The Board had submitted an application in 2008 (2009 Grant Year) which was not selected. The Board is still interested in the project and would like to resubmit for the 2011 Grant Year. The project would involve tying in municipal buildings to supplement the flows to the school's waste water treatment plan (WWTP). The plant has a 13,500 GPD capacity. It only serves the school. Daily flows when school is in session are around 3000 GPD. There is a significant interruption in flows during the summer and school vacations. This has a detrimental effect on the plant operation. (Holland arrived).

Peterson agreed that additional flows would help the plan run better and be more cost effective. W&S Services are the plant operator, although he is on the design side. He and Paulin reviewed the previous application and data on flows. They had prepared a map of municipal facilities which might be included: town hall, library, fire station and police station. Carlisle's Village Court housing has also expressed an interest in expanding. The first connections would be the library because of age and site constraints and the senior housing. Peterson would recommend a new force main tying into the school's pump station. This would avoid connecting two pressure lines coming together and would also provide additional capacity and cycling time for the pump station. Peterson said the Board's 2008 application was a good start. It probably did not make the Intended Use List because an underutilized WWTP would not be ranked as high as failed septic system.

Peterson reported that approximately half of the 2009 applicants made the list. When a number of them were not ready DEP offered funding to everyone that applied who might be ready. Peterson said it pays to just stay on the list. Peterson would not recommend asking for planning money which might cost \$5-10,000 because of the small size of the project. Typically communities do this for larger projects when planning costs run around \$100,000.

When asked what happens next Peterson explained that if the project makes the list, the town would need to authorize funding prior to June 30, 2011 followed by design and specifications in October and with construction ready to start by June, 2012. The initial planning would include review of actual and proposed design flows and a cost benefit analysis on the cost of current maintenance and future replacement of municipal and senior housing facilities compared to the cost of the sewer project. Peterson recommends that the Board start this initial planning document this fall. Additional information to increase points can be submitted through December. Awards are announced in January.

The SRF loan is 2% interest and can be repaid over 20 to 30 years. Most communities choose a 20 year repayment. The Board agreed that town support of the project is crucial. The Board asked if additional money might be available through the Economic Stimulus package. Peterson said he was not aware of any new funding. If the town does not have money to start planning now, it would need to wait until Spring Town Meeting. Alan Lehotsky said the Housing Trust might be interested in sharing the cost of planning. They are interested in an expansion of Village Court, possibly 12- 18 units. The Board said it may have some money from a warrant article intended for water quality and resource planning for the town.

The Board then discussed projected flows with Peterson. The library and senior housing would not produce a lot of additional flows, possibly only 5000 GPD; this still far below plant capacity. Peterson said the greater benefit would be that the flows from senior housing would be year round unlike the school. The Board suggested Peterson obtain meter readings from Village Court and the Gleason Library to help with these projections.

Brem said that eventually the town will need to create a Sewer District and a Sewer Commission. Currently the school has legal ownership of the WWTP. This would need to change if a sewer district was created. Holland said that this would affect the Groundwater Discharge Permit. The Board agreed that all of this will need to be worked out should the sewer system expand beyond the library and senior housing.

Peterson explained that design costs would not be covered under the loan. Town meeting would need to appropriate funds. The expected costs for design process is \$20,000- 30,000. The total cost of the project would be around \$500,000. Design work is exempt under Chap 30B. Construction must follow the Uniform Procurement process. W&S is willing to prepare a PEF prior to the filing deadline of 8/31/10. They will flesh out the previous application with maps and attachments. They will not charge for the work. The Board will meet with the Selectmen to talk to them about the proposed project. It was agreed that the Board would hold a special meeting on 8/30/10 at 7:30 to review the application. Peterson will send a draft by 8/25/10.

DISCUSSION ITEMS

Board Resignation – Holland submitted his letter of resignation. He and his wife are moving to a new town to allow an expansion of their cheese making plant. The resignation is effective 9/13/10. The Board expressed their regret at Holland's departure and thanked him for his years of service on the Board. September 7th will be his last meeting. The Board will need to make a joint appointment with the Selectmen to fill the position until the next annual election.

Basement Ejector Pump – Luther asked whether an interior ejector pump requires Board approval. Brem said that anything within the foundation and up to 10' outside the foundation is the Plumbing Inspector's responsibility. An LBOH permit is not required. Title 5 regulates ejector pumps but that is when the tie in is to the tank, not plumbing.

Septic Loan Application – the Board reviewed an application for a loan to replace a failed septic system at 307 Cross Street. The request was for \$40,000. Three estimates were provided along with proof of failure and income information. Brem said the income information which was a tax return was confidential and should not remain part of the record. The Board agreed that Fantasia should provide a statement verifying that the gross household income does not exceed the \$150,000 cap. Personal documents should then be destroyed. Galligan asked that there be two signers to the verification and the Board agreed to have the Finance Director be the second signatory. Fantasia will prepare a form. The Board asked when the work would be done, and Ford answered as soon as possible. This will be the fourth loan approved since the program began last year. Three of the systems have been constructed and two loans have been paid off. The Board noted that the town becomes the first lien holder of the property ahead of any other commitments. Fantasia said this is usually not a problem for other lenders because the work being done will benefit the property. Ford thanked the Board for their help.

It was moved (Caddell) and seconded (Risso) to approve a loan amount of up to \$40,000 under the Community Septic Loan Program in order to replace a failed soil absorption system at 307 Cross Street, Carlisle MA, property owned by James A. and Aurora A. Ford. Motion passed 4-0-0. (Holland left the meeting)

Bu School Of Public Health Intern – Kathryn Kinzel submitted her learning contract for approval. Galligan and Fantasia had already submitted comments. Galligan has agreed to act as the Board's coordinator for the contract. Fantasia will supervise the work. The first assignment will be to help research and prepare the Lyme Presentation scheduled for 9/15/10. Kinzel will prepare pamphlets, local statistics and set up an exhibit in the Library. Following this assignment she will work on the question of whether the use of raw bedding as mulch at the community gardens poses any health risks. Finally, if there is time before the course period ends in December, she will help with a public flu clinic should the Board decide to offer it. This is an unpaid internship. Kinzel receives academic credit for her work. There is a poster presentation at the end of the semester. Kinzel said she is prepared to start work in August. Brem warned that the Board does not have a budget for this. Fantasia said there may be some grant money available to cover some small expenses. Brem suggested Kinzel speak with Holland about animal bedding.

Regionalization – Risso reported on his meeting with the Selectmen. He has been attending meetings and participating in telephone conferences sponsored by the state. The subcommittee has still not been formed. As Risso explained at a previous Board of Health meeting, most towns do not feel there is a cost benefit. The state's goal is to provide certain level of health care to all communities. This means that a highly functioning department such as Carlisle's would be supplementing services in an underserved community. It can be difficult in maintaining an equitable division of labor when towns decide to share resources. Board members agreed that there does not seem to be much benefit, either health related or financially, for Carlisle to join a region. Risso said that the

Selectmen would still like more information on savings to residents if the town were to join Nashoba Boards of Health. He said that even though the Board of Health does not feel it is worth it, the Board needs to follow up.

28 Concord Street – well replacement. The existing dug well has failed. Attempts to revive it have failed. The site is limited by wetlands, size and adjacent leaching areas. Stamski & McNary prepared a plan showing two possible locations. One would be 82' from the onsite system. The second would be 98' from the neighbor's system. The Board preferred the second location since the first would be located under the driveway. Granting waivers requires a public hearing. Fantasia asked if they Board would consider this an emergency since the well is the only drinking water supply for the property. The owners are using bottled water. The Board disagreed that it was an emergency since the problem was identified last May. They require a public hearing and notices to abutters, particularly the affected abutter. The Board agreed to add the public hearing to the special meeting on 8/30/10 at 8:00 p.m.

There was no further business discussed. Meeting voted to adjourn at 9:30 p.m.

Respectfully submitted,

Linda Fantasia
Recorder